

**ADMISTRATIVE & OPERATIONAL PROCEDURES FOR CONDUCTING
US FORCES EUROPE - TEN MILER
USAG GRAFENWOEHR**

2 June 2007

(As of 12APR07)

1. **REFERENCES:**
 - a. AR 215-1, 24 August 2006 Non-appropriated Fund Instrumentalities and, Morale, Welfare and Recreation Activities, 24 OCT 06
 - b. Army in Europe Regulation 215-1-8, Conducting Europe Region Sports and League Championships, 27 JUL 05
 - c. DA PAM 385-5, Fundamentals of Safety in Army Sports & Recreation, 15 NOV 81
2. **WHAT:** US Forces Europe - Ten Miler
3. **WHEN:** 2 June 2007
4. **WHERE:** Grafenwoehr, GE
5. **ENTRIES:** Each Garrison is authorized an unlimited number of individual competitors, and a maximum of four teams.
6. **CATEGORIES:** Men, Women (Military and Civilian), Individual and Team
7. **DIVISIONS:**

<u>MEN</u>	
U. S. Military & Civilian	(18-24 years of age)
U. S. Military & Civilian	(25-34 years of age)
U. S. Military & Civilian	(35-44 years of age)
U. S. Military & Civilian	(45-54 years of age)
U. S. Military & Civilian	(55-64 years of age)
U. S. Military & Civilian	(65-99 years of age)
 <u>WOMEN</u>	
U. S. Military & Civilian	(18-24 years of age)
U. S. Military & Civilian	(25-34 years of age)
U. S. Military & Civilian	(35-44 years of age)
U. S. Military & Civilian	(45-54 years of age)
U. S. Military & Civilian	(55-64 years of age)
U. S. Military & Civilian	(65-99 years of age)
8. **AGE CUTOFF DATE:** 2 June 2007

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**9. GARRISON
TEAM ROSTERS:**

a. Each Garrison/Base must submit a team roster, complete with all the pertinent information (name, rank and last four of SSN) signed by the Garrison/Base Sports Director.

b. A copy of the Team Roster must be submitted to the IMCOM-Europe Sports Office 3 days prior to the competition (NLT 31 MAY 07. Send to james.mattingly@ima-e.army.mil and kelly.nebel@eur.army.mil at DSN FAX: 370-3984 or CIV FAX: 06221-57-3984). Rosters must also be submitted to the USAG Grafenwoehr Community Recreation Division NLT **31 MAY 07** (DSN Fax: 475-6519, or CIV Fax: 09641- 83- 6519).

NOTE: Minimum of four (4) to a maximum of six (6) personnel allowed to compete as a team. Garrisons are authorized a maximum of four (4) teams. Teams may be composed of all US military or a mix of US civilian and US military from that Garrison/Base. Garrison Teams Only Example = USAG Bamberg, USAG Grafenwoehr or USAG Heidelberg. Competitors assigned throughout the Garrisons will be allowed to compete as a Garrison team member. The top four finishing times will be used for final team results. Teams are required to pre-register.

c. All Team Captain's must provide an original, hard copy AE Form 215-1-8A R (Official Team Roster) to the Event Director and/or Host Site Coordinator at the Mandatory Runner's Meeting. Any changes or alterations to the original roster must be re-submitted to the Event Director and/or Host Site Coordinator at the host site location prior to the first scheduled game time.

d. Rosters must be signed by the proper approving authority and verified by the Garrison/Base Sports Director. Approving authority may be granted by the following: Garrison/Base Commander, CSM, or Unit 1SG.

e. Failure to provide this roster will result in the offending team being ineligible to participate as a team until one is produced.

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10. **ELIGIBILITY:**
- a. **US ID Card Holders Only.** Competitors must consist of Active DoD Civilians and Family Members 18 years and older (AND not enrolled in H.S. or eligible to participate in Youth Sports Programs). ID card check verification will be conducted before the start of the race. All competitors will receive an event T-shirt.
 - b. U.S. Air Force, Navy or Marines whose duty station is within the Garrison they represent and who are not participating in their respective forces organized program are authorized to participate and members of NATO Forces assigned to U. S. Army units in the Europe Region.
 - c. Team member participants must be assigned or attached for permanent duty on official orders to the Garrison/Base they represent.
11. **PROTESTS:**
- Protests regarding participant eligibility will be addressed immediately on site with supporting documentation to the IMCOM-Europe Sports Office and the Tournament Director/Host Site Coordinators.
12. **REGISTRATION:**
- a. Pre-registration – Online registration is available on the USAG Grafenwoehr Web site for individual and team registration at <http://www.grafenwoehr.army.mil>
 - b. On-Site Registration – 02 JUN 07, 0630 – 0800 hours at USAG Grafenwoehr Field House, Building # 547.
 - c. If unable to access the website, please complete registration and fax entry form to DSN Fax 475-6519 or CIV Fax 09641-83-6519.
 - d. Note: Teams are required to pre-register.
13. **RUNNERS MEETING:**
- 02 JUN 07, 0815 hours. A mandatory meeting for all runners' will be conducted at the USAG Grafenwoehr Field House. Administrative procedures, course layout and water points will be discussed.
14. **OPENING CEREMONY:** 02 JUN 07, 0830 hours at the USAG Grafenwoehr Field House.
15. **START TIME:** 02 JUN 07, 0900 hours

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16. **CONUS QUALIFIER** The top male and female active duty Army qualifiers and alternates will
MANDATORY MEETING: be identified at the finish line. A mandatory meeting for the CONUS
10 Miler Team qualifiers and alternates will be held at 1030 hours at the
Grafenwoehr Tower View Patton Room. Preliminary plans for the Army
10 Miler to be held in Washington DC on 07 OCT 07 will be discussed.
17. **AWARD CEREMONY:** 02 JUN 07, 1130 at Grafenwoehr Tower View Restaurant.
18. **AWARDS:**
- a. Individual**
1st thru 3rd place awards will be presented in each military age category.
1st thru 3rd place awards will be presented in each civilian age category.
- b. Team**
1st thru 3rd place teams will receive one team award and up to six (6)
individual awards from the team category.
- c. Overall Male & Female**
First place awards will be presented to the top male and female
finisher.
19. **TRANSPORTATION:** The Garrison is responsible for providing transportation to and
from the competition site for their respective Garrison participants.
20. **FREE BILLETING:** Troop billets will be available on a first come, first served basis. Contact
the USAG Grafenwoehr Recreation Division (POC is Mike Bradfish
at DSN# 475-9024).
21. **PAY BILLETING:** Contact the Billeting Office at Graf # 475-1700 or Rose Barracks # 476-
1700.
22. **DUTY STATUS:** It is strongly recommended participants be placed in an official travel
status i.e. TDY, Permissive TDY, or Pass for duration of their travel and
competition. This assists participants and their immediate Command
should an unforeseen incident occur during that timeframe.
23. **MEDICAL SUPPORT:** It is required for the host site of this competition to provide on site
medical support to assist in care, treatment and evacuation of any
injured/sick participants and/or spectators.
24. **EVENT DIRECTOR(S):** Jim Mattingly and Kelly Nebel, IMCOM-Europe Sports Office, DSN #
370-7944/8243.

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25. **HOST SITE COORDINATOR:** Tony Lee, Chief, Recreation Programming, MWR USAG Grafenwoehr, DSN # 475-7576/8207.

//original signed//
Jim Mattingly
Recreation Director
IMCOM-Europe